



# CITY OF ATLANTA

## JOB ANNOUNCEMENT

### INVESTIGATOR, SENIOR

**STARTING SALARY: \$36,326**

Negotiable up to \$41,685 based on qualifications\*

**SALARY GRADE: 17**

**Applications Accepted From: December 5, 2005 until Vacancies are filled**

#### **Minimum Job Requirements\*\***

Applicants for this position must have an Associate's degree in Criminal Justice, Police Science, Accounting, Computer Science or a related field; and three years of progressively responsible criminal investigative experience. Equivalent combinations of education, training and experience providing the requisite knowledge, skills, and abilities for the job will be considered. Demonstration of successful investigative experience in an industrial or municipal utility environment preferred.

#### **Licenses and Certificates\*\***

Applicants must possess a valid Georgia driver's license at the time of appointment. Possession of a State of Georgia CDL is desirable.

#### **Duties of the Job:**

This employee provides investigative services for the Office of Security and Safety in the Department of Watershed Management. Duties include, but are not limited to: investigate fraud, counterfeit, billing and accounts receivable issues, theft and property loss; conducts interviews with local law enforcement agencies; responsible for intelligence analysis, cyber security problem solving; compile, organize, prepare and maintain an assortment of records, reports and information in an effective manner and according to office regulations suitable for forensic presentation; plan, organize and prioritize daily assignments and work activities; and ability to comprehend and apply regulations and procedures of the courts.

#### **To Apply For This Job**

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2120 Atlanta, GA 30303

Phone: (404) 330-6369 [www.atlantaga.gov](http://www.atlantaga.gov) FAX: (404) 658-6157

#### **Affirmative Action/Equal Opportunity Employer**

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation, or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

APPLICANTS WHO MEET THE ABOVE REQUIREMENTS ARE PLACED ON THE ELIGIBLE REGISTER IN THREE CATEGORIES: QUALIFIED, WELL QUALIFIED, HIGHLY QUALIFIED.

**The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience.**

\*Pending legislative approval. \*\*Verification required prior to appointment.

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